



CITY OF ST. PAUL

Office of License, Inspection, and
Environmental Protection
350 St. Peter Street, Suite 300
Saint Paul, MN 55102
651-266-9090

CONTRACTOR
EXPRESS

Date: _____

Contractor Information

Business Name _____

Address _____

City _____ State _____ Zip _____

Phone # (_____) _____ - _____ State License # _____

Contractor's Signature _____

EXPRESS BUILDING PERMIT APPLICATION

Express work includes the following work types.
Please enter the **work type number** that is adjacent
to the work you are going to perform in the Work Type
column on the application.

1. Basement Drainage System
2. Chimney Repair

3. Glass Block Basement Windows
4. Gutters
5. Miscellaneous Minor Repairs
6. Re-roof (Flat w/Tear Off)
7. Re-roof (Flat - Overlay)
8. Re-roof - Slate
9. Re-roof - Tile

10. Re-shingle (Overlay)
11. Re-shingle (w/Tear Off)
12. Re-siding
13. Re-siding (w/Soffit-Fascia)
14. Roof Repair
15. Roof Repair - Slate

16. Roof Repair - Tile
17. Soffit/Fascia
18. Storm Windows
19. Trim
20. Tuckpointing
21. Window Sash / Similar *

PROJECT ADDRESS				Indicate below for each addr. Commercial or Residential. If residential, enter the number of dwelling units.	Owner (Include address if different from project)	Work Type#	Est. Value	Basic Fee	State Surcharge	Sub Total
Str.#	Street	Str.Type	Dir							
					Phone #:					
					Phone#:					
					Phone #:					
					Phone #:					
					Phone #:					

FAX IT?

Would you like your permit faxed to you?

If yes, enter your fax # here:

(_____) - _____ - _____

Please complete the following information for credit card payment.

Circle the card type: Master Card or Visa

ENTER YOUR ACCOUNT NUMBER IN THE BOXES:

Card Expiration:

Month Year

Grand Total

Yes

No

**If you are paying for your permit by *MasterCard* or *Visa*, you may fax your application.
The credit card information section must be filled in and signed.
Our FAX number is 651- 266-9124.**

If paying by check, please mail the application and the check to us.

*** Window Sash / Similar**

*** Contractors must be pre-approved by the Plan Examiners to qualify for this express permit.**

Framed window inserts that reduce the opening more than one inch on each side do not qualify.

Plan Examiners phone number is 651-266-9070.

Building Field Inspectors are in the office for inspection requests between 7:30 - 9:00 AM, Monday -Friday.

Phone number is 651-266-9002.

Permit Fee Information can be obtained by calling 651-266-9090, Mon. - Fri., 7:30 - 4:30 PM.